

BUREAU OF THE BUDGET

WASHINGTON 25, D. C.

March 28, 1952

CIRCULAR NO. A-46

TO THE HEADS OF EXECUTIVE DEPARTMENTS AND ESTABLISHMENTS

SUBJECT: Statistical procedures

1. Purpose. Section 103 of the Budget and Accounting Procedures Act of 1950 (P.L. 784, 81st Congress) states:

The President, through the Director of the Bureau of the Budget, is authorized and directed to develop programs and to issue regulations and orders for the improved gathering, compiling, analyzing, publishing, and disseminating of statistical information for any purpose by the various agencies in the executive branch of the Government. Such regulations and orders shall be adhered to by such agencies.

Executive Order No. 10253, June 11, 1951, assigns this responsibility directly to the Bureau of the Budget, and directs the Bureau to "maintain a continuing study for the improvement of the statistical work of the agencies in the executive branch of the Federal Government with a view to obtaining the maximum benefit from the funds and facilities available for such work."

As part of this continuing study, the Bureau of the Budget will from time to time issue recommendations designed to aid the agencies in the executive branch of the Government in establishing and improving their procedures for the gathering, compiling, analyzing, publishing, and disseminating of statistical data. The recommendations will be issued as Exhibits to Circular No. A-46, and will be in addition to specific orders and regulations which may be issued on these subjects by the Bureau of the Budget under authority of the Budget and Accounting Procedures Act of 1950 and Executive Order No. 10253.

Attention to the standards and recommendations presented in these Exhibits should result in improved accuracy of governmental statistics and in more effective and economical utilization of public funds devoted to statistical activities.

2. Relation to Circular No. A-39 and Circular No. A-40. In submitting materials to the Bureau of the Budget under Circular No. A-39, Providing of statistical information to intergovernmental organizations, and Circular No. A-40, Clearance of plans and report forms under the Federal Reports Act, agencies should give consideration, wherever practicable, to the recommendations contained in the Exhibits to this Circular.

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3. Distribution. A limited number of copies of the Exhibits to this Circular are being sent to those officials who regularly receive Bureau of the Budget issuances for distribution within their agencies.

It is requested that this publication be brought to the attention of all offices and divisions of each agency (including offices located in the field) which have responsibility for collection, analysis, interpretation, or publication of statistical data.

Additional copies of this Circular and its Exhibits needed to assure distribution to employees responsible for statistical activities may be obtained from the Publications Unit, Bureau of the Budget (telephone code 189, extension 616).

4. Standards for Statistical Surveys. The attached Exhibit A to this Circular, "Standards for Statistical Surveys," presents recommendations for the planning and conduct of statistical surveys. The recommendations have been developed by the Bureau of the Budget in consultation with the statistical agencies of the Government, and are presented for use in surveys conducted directly by Government agencies and in those conducted under Government sponsorship by contracting organizations.

FREDERICK J. LAWTON
Director

Attachment

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